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**SOUTH CAROLINA
ADVISORY COUNCIL
ON
VOCATIONAL AND
TECHNICAL EDUCATION**

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**1983 - 84
ANNUAL REPORT**

CONTENTS
PURPOSE

**SOUTH CAROLINA
ADVISORY COUNCIL
ON
VOCATIONAL AND
TECHNICAL EDUCATION**

1983 - 84

ANNUAL REPORT

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PURPOSE

The State Advisory Council on Vocational and Technical Education operates under the authority of Public Law 94-482 and State Executive Order 79-12. The Federal Act (P.L. 94-482) requires that any state desiring to be eligible to receive federal funds for vocational education must have a State Advisory Council on Vocational Education. Executive Order 79-12 established the Council as an entity within State Government to carry out the advisory role and other functions prescribed under federal law. While the federal act specified that the Council shall be advisory to the State Board for Vocational Education (State Board of Education), the Executive Order further specified that the Council would also be advisory to the State Board for Technical and Comprehensive Education.

While the advisory function is the primary role assigned to the Council, there are other requirements specified in the act that contribute to this activity or help in maximizing the effectiveness of the Council. The Council is required to conduct an annual evaluation of vocational and technical education and from the evaluation to publish an annual evaluation report. All of the Council meetings are open to the public. In an effort to comply with the requirements of the Federal Act, the Council designated one meeting as a public meeting.

The primary purpose of the Council is to serve in an advisory relationship to the State Board for Vocational Education (State Board of Education) and to the State Board for Technical Education. The council meetings, committee meetings, evaluation visits, and the other activities all contribute to the members' knowledge and help them to be better qualified to tender valid advice to the two boards.

COUNCIL MEMBERS

Members of the Council are appointed by the Governor to fill specific categories of membership as described in P.L. 94-482. Terms of appointment are for three (3) years unless the appointment is to fill an unexpired term. During the 1983-84 year the membership of the council was as follows:

		Category	
Mr. Frank M. Hart	Marion	Chairman	13
Mrs. Swannee Reenstjerna	Lexington	Vice-Chairman	12
Mrs. Fannie P. Adams	Columbia		19
Mrs. Peggy S. Baker	Greenville		17
Mr. Martin H. Black	Bamberg		16
Mr. Guy Blackwell	Inman		7
Mr. David Burton	Columbia		19
Mr. Stephen A. Carter	Columbia		1
Mr. W. Hugh Chastain	Mauldin		8
Mrs. Barbara DeMarco	Charleston		1
Mrs. B. Toni Gadegbeku	Kingstree		14
Dr. Don C. Garrison	Pendleton		5
Mr. Donald Gist	Columbia		2
Mr. Clifton C. Goodwin	Sumter		4
Mr. Frank E. Harling	Graniteville		15
Miss Pearl Highsmith	Beaufort		20
Mr. John J. Huebner	Greenville		4
Mr. Paul Livingston	Columbia		6
Dr. Joann B. Morton	Columbia		11
Mrs. Sylvia Nelson	Camden		9
Mr. C. Earl Thrailkill	Fort Lawn		3
Mr. R. Wilson Sanders, Jr.	Florence		18
Miss Christine Webb	Columbia		10

The Council members donated a considerable amount of their time to Council business during 1982-83. Overall, at least 261 days were contributed by members in activities directly related to the work of the Council. Details concerning how this time was directed are provided in Appendix I. The 261 days and the details listed in Appendix I do not include numerous other meetings, time spent on observations and discussions, or other activities for which the Council had no record.

ORGANIZATION

Much of the work of the Council is carried out through its committees. The Council's By-laws call for standing committees as well as ad hoc committees formed to address special topics of interest to the Council members. During 1983-84 there were four (4) ad hoc committees in addition to the four (4) standing committees.

P.L. 94-482 requires that the Council elect a Chairman within thirty (30) days after certification of membership has been accepted at the federal level. The Council's By-laws further state that the Chairman, the Vice-Chairman, the immediate Past Chairman, and a member elected at large will comprise the Executive Committee, or officers, of the Council. Following the selection of officers during the first meeting of the fiscal year, the Executive Committee meets to make member assignments to committees and carry out other planning functions.

The officers and committees of the Council during 1983-84 were as follow:

STANDING COMMITTEES

Executive

Hart, Chairman
Reenstjerna, Vice-Chairman
Black, Past Chairman
Nelson, At-Large

Evaluation

Webb, Chairman
Reenstjerna
Livingston
Gadegbeku
DeMarco
Huebner

State Plan

Chastain, Chairman
Blackwell
Sanders
Morton
Carter

Audit

Goodwin, Chairman
Highsmith
Nelson
Harling
Baker

AD HOC COMMITTEES

Special Study

Hart, Chairman
 Black
 Burton
 Huebner
 Carter
 Webb
 Goodwin
 Garrison
 Chastain

Nursing

Adams, Chairman
 Garrison
 Gist
 Nelson
 Harling

Legislative

Garrison, Chairman
 Thraikill
 Gist
 Gadegbeku

Public Opinion

Livingston, Chairman
 Reenstjerna
 DeMarco
 Morton

STAFF — OFFICE

Staff

No personnel changes took place during 1983-84. The staff of the Council continued to be as follows:

Executive Director - Dr. Robert H. White

Executive Assistant - Mr. Greg Black

Staff Assistant - Mrs. Elizabeth M. Shealy

Office

The Council's office remained at 2221 Devine Street, Suite 420, Columbia, during 1983-84. All expenses associated with the office, including rent, were defrayed out of the Council's appropriations. Indirect costs associated with the State's provision of services (e.g., payroll, purchasing, audits, etc.) were paid to the State from federal appropriations.

Internally, the capabilities and efficiency of the Council office were upgraded during the year by the purchase and installation of a full feature word processor with letter quality printer.

FISCAL

Fiscal support for the State Advisory Council is provided by a combination of a federal funds allocation and an appropriation of state funds. The federal allocation comprised approximately three-fourths of the 1983-84 funds while the appropriation of state funds provided the other one-fourth.

All direct and indirect costs of the Council are paid from the federal and state funds, including salaries, travel, office expenses, per diem of council members, office rental, and payment of indirect expenses from federal funds to the State.

The federal allocation for the State Advisory Council remained constant for 1983-84 as it had for several years. The inflationary rise in nearly all costs associated with the operation of an office had to be absorbed from federal funds, thus leaving the Council with less flexibility of operation.

The Council made two major studies during the year that were in part parallel to the activities of the Office of the Governor related to the Education Improvement Act package. Commencing late in the summer, a select study committee of the Council met numerous times to develop recommendations on secondary level vocational education. Later in the fiscal year, the same committee worked on a report of technical education. The intensive work of this committee, combined with three additional council members, placed a heavy strain on the funds budgeted for travel and member per diem. Consequently, on March 23, the Council voted to suspend per diem payments to eligible members for the remainder of the fiscal year.

The major expense items for the Council were salaries and fringe benefits, comprising approximately two-thirds (65.6%) of the expenditures. Member travel, per diem, and communications added an additional 16.5 percent, leaving just under 18 percent for staff travel and the direct and indirect costs necessary to maintain the office and the Council. The only major variation in expenditures compared with the previous years was a substantial increase of almost 50 percent in member travel. Additional detail on available funds and expenditures is given in Appendix II.

ACTIVITIES

Meetings

Six (6) Council meetings were conducted in 1983-84. Since Columbia is centrally located and Council members come from all across the State to the meetings, five of the meetings were held in the Columbia area and one was in Charleston. For the dates, times and locations of the meetings please see Appendix III.

In addition to the Council meetings, there were eighteen (18) committee meetings during 1983-84, all of them in Columbia.

Considering the fact that most Council members maintain full-time occupations, the member attendance at Council meetings was in excess of 73 percent, showing very good member involvement. Participation at committee meetings during 1983-84 was much higher than at Council meetings, even though these were often on days other than Council meetings. Minutes of all meetings were kept and disseminated at Council meetings or in mailings prior to a Council meeting.

Evaluation Report

The Council is required by P.L. 94-482 to annually publish an evaluation report. This report is to be "submit[ted] to the Commissioner [of Education] and to the National Advisory Council [on Vocational Education] . . . through the State Board . . . accompanied by such additional comments of the State Board as the State Board deems appropriate."

The *Evaluation Report 1982-83* was published by the Council in February, 1984. In this 38 page report developed by the Evaluation Committee and approved by the entire Council, several topics were reported. Some of the topics in the *Evaluation Report* were those required by federal law, while others were items that the Council deemed worthy of including. As a lead article, the Council presented a five page paper which reported the findings and conclusions of a special study committee on secondary vocational education. The six goal statements, each with one or more supporting statements or recommendations, were developed to parallel the format of a sub-committee of the Governor's Committee on Financing Excellence in Education. Other articles in the *Evaluation Report* were:

- Vocational Education Enrollments
- Technical Education Enrollments
- What the Council Found in the 1982-83 Site Visits
- Analysis of State Department of Education Evaluation of Local Programs
- 1982-83 Expenditures of Federal Funds for Vocational Education
- Recommendations to the State Board of Education
- Recommendations to the State Board for Technical and Comprehensive Education.

The *Evaluation Report 1982-83* was presented to the State Board for Technical and Comprehensive Education on February 22, 1984, to the State Board of Education on March 14, and to Governor Riley on March 26. Over 1000 copies were later distributed to selected educational leaders and to public officials at the state and local levels.

Special Studies

The Council engaged in two special studies during the year at the request of the Office of the Governor. Both studies resulted in position papers prepared by a special study committee chaired by Mr. Frank M. Hart, and comprised of eight additional members as listed in the previous section of this report.

The first study, "A Position on Vocational Education at a Time of Change," was directed at secondary level vocational education. Numerous suggestions and recommendations were made to improve the quality and delivery of vocational education. The format of this report was developed to parallel the structure being used by a committee that was developing the elements of what later became the Education Improvement Act. In the interest of providing adequate distribution, the Council optioned to include this report on pages 1 through 5 of the 1982-83 Evaluation Report.

After completion of the vocational education study, the Council, represented by the Executive Committee, was asked to engage in a study of technical education. The same committee was charged by the Council to continue their work, and a subsequent report "TECHNICAL EDUCATION The Imperative Need for Educational Changes," was issued with a publication date of February 29, 1984.

At the onset of the study of technical education, four of the presidents of technical education colleges were invited to appear before the committee and present their suggestions and ideas. Their concepts and others that developed during the several committee meetings were refined and balanced against other considerations. A ten-page report that resulted was endorsed by the Council at the March 23, 1984 meeting.

Public Meeting

The Council's responsibility to conduct a public meeting was met at the May 16, 1984 Council meeting. Legal announcements were prepared and published twice in the daily newspapers of Charleston, Columbia and Greenville. Other, less formal, announcements were prepared and distributed to a select list of persons at vocational education centers, technical colleges and other locations.

The morning session of the May 16 meeting was given expressly to hearing brief presentations from other persons who attended to make comments. In all, 14 persons offered their perspective, 12 by appearing in person and two by sending written statements. The various points made by the presenters come under eight general topics:

- Compliments for the programs of vocational and technical education.
- A need for more non-degree, non-certificate programs of post-secondary vocational education.
- Support that vocational education is an indispensable component of the public education system.
- A need for the public supported colleges to give full credit for courses completed at the technical colleges.
- Serious questioning of a foreign language requirement for entry into public colleges.
- A responsibility to more fully meet the training needs of industry and business should go with industrial development efforts.
- Statements that industries are willing to work more closely with vocational and technical education if asked.

A report of the public meeting of May 16 was prepared and distributed.

Site Visits

During FY 1984 Council members and staff conducted three evaluation site visits, two to secondary vocational centers and one to a technical college. For a listing of the locations visited, please see Appendix IV.

Typically, four Council members participated on these visits, with two of the visits involving three working days and one of the visits lasting two days. The site visit evaluations accomplish at least three Council objectives:

1) they are, in the Council's opinion, the best response to the federal requirement that the Council "...shall also evaluate vocational education programs, services, and activities,"

2) in evaluating the vocational programs the members are educated and oriented with first-hand knowledge of vocational and technical education, and

3) reports of the evaluations are provided to the sites evaluated, thereby benefiting those centers/colleges with objective, unbiased information.

A synopsis of the findings of the Council in its three evaluation site visits will be included in article form in the Council's evaluation Report 1983-84. This was an important activity in meeting this federal requirement that the Council should "...publish and distribute the results..." of its evaluation of vocational programs.

Liaison with other Agencies/Organizations

The advisory role of the Council implies a need to fully understand any given situation, and to be respected and trusted by those who may be advised. To these ends, the Council members and staff devote an appreciable amount of time to participation in meetings, discussions with other boards and board members, and meetings with other agencies, organizations and groups. During 1983-84 time was spent in individual visits and discussions with many different persons and groups, and in meetings.

Vocational centers and school districts with vocational education programs.

South Carolina School Administrators Association

South Carolina Vocational Directors Association

South Carolina Vocational Education Association

South Carolina School Boards Association.

Technical Colleges and programs. Individual presidents, staff, and area commission members.

State Boards and Agencies.

State Board of Education

State Board for Technical and Comprehensive Education

State Commission on Higher Education

State Level Offices, Committees and Groups.

Office of the Governor

Senate Education Committee

Committee on Financing Excellence in the Public Schools

Office of Vocational Education

Technical Education State Offices

South Carolina Occupational Information Coord. Comm.

In addition, there is cross representation between the Council and the State Private Industry Council (PIC) which is advisory to the Job Training Partnership Act (JTPA) programs. Two of the State PIC members are also appointed to this State Advisory Council, and the Council's Executive Director represents the Council as an appointed member of PIC.

LEADERSHIP

National/Regional Meetings

In order to stay abreast of national and regional issues significant to vocational/technical education in South Carolina, the Council participated in several out-of-state meetings during 1983-84.

Late in FY 1983, on May 12, 1983, Mr. Martin Black, Chairman of the S. C. Council, was elected Charter President of the National Association of State Advisory Councils for Vocational Education. Mr. Black was selected from over 1,100 possible Council members and Executive Directors. The term of office was from May of 1983 through June of 1984.

Appendix IV

Typically, four Council members participate in the visits, with two of the visits involving three working days and two of the visits lasting two days. The site visit schedule is at least three Council objectives.

Regional or national meetings at which the Council was represented through its Executive Director and/or Chairman or Council members during 1983-84 are listed below:

Board Meeting of the National Association of State Advisory Councils on Vocational Education (NASACVE)	Reno, NV August, 1983
Northeast Regional Meeting of State Advisory Councils	Burlington, VT September, 1983
Southern Regional Meeting of State Advisory Councils	Nashville, TN October, 1983
American Vocational Association National Convention	Anahcim, CA December, 1983
Board Meeting of NASACVE	Orlando, FL February, 1984
Annual Meeting of the National Advisory Council and State Advisory Councils on Vocational Education	Washington, DC May, 1984

Council Changes from Prior Year

With the appointments to the Council from Governor Richard W. Riley for the 1983-84 year, the total membership was increased from 20 to 23 members. Most of the seven new members with appointments to be effective in July 1983 were from the non-education sector. This, apparently, was in anticipation of significant changes facing education. Several of these new members were almost immediately involved in the frequent work of the special study committee.

The staff was committed to keeping abreast of proposed educational changes as they developed almost daily during much of the year. The focus was on being aware of proposed educational changes, working these through the Council's study committee, and then providing feedback or input to the Committee on Financing Excellence in the Public Schools.

APPENDIX I

CONTRIBUTION OF TIME BY COUNCIL MEMBERS 1983-84

Activity	Number	Days Contributed
Council Meetings	6	101
Committee Meetings	18	87
Evaluation Site Visits	3	30
Other Meetings (In-state and Out-of-state)		<u>43</u>
Total Days		261

APPENDIX II
REPORT OF AVAILABLE FUNDS
AND EXPENDITURES
1983-84

Available Funds

Federal Funds for 1982-83		
Carried Forward	\$25,840.20	
Federal Allocation for 1983-84	94,000.00	
Total Available Federal Funds		\$119,840.20
State Funds. Appropriation and		
Adjustments	31,468.00	
		<u>31,468.00</u>
Total Available Funds		\$151,308.20

Expenditures	Amounts	Percent
Salaries	\$79,288.56	56.0%
Per Diem Payments - Members	5,775.00	4.1
Travel, Members	12,870.38	9.1
Travel, Staff and Others	5,056.05	3.6
Fringe Benefits	13,641.02	9.6
Supplies and Photocopy	4,544.51	3.2
Telephone and Printing	4,639.82	3.3
Rent - State Owned Property	7,488.00	5.3
Other, Including Indirect Costs	<u>8,249.57</u>	<u>5.8</u>
Total	\$141,552.91	100.0%
Expenditures - Federal	110,084.91	77.8%
Expenditures - State	31,468.00	22.2%
Balance of Federal Funds for		
Carryover to 1984-85	9,755.29	

APPENDIX III
COUNCIL MEETING SCHEDULE
1983-84

Date	Time	Location
July 19, 1983	1:30 P.M.	Columbia, Holiday Inn City Center
September 23, 1983	10:00 A.M.	Columbia, Blatt Building State Office
	1:30 P.M.	Cayce, Tremont Inn
November 16, 1983	11:30 A.M.	Charleston, Center for Business and Technology
January 26, 1984	1:30 P.M.	Columbia, Carolina Inn
March 23, 1984	10:00 A.M.	Columbia, Carolina Inn
May 16, 1984	1:30 P.M.	Columbia, Tremont Inn, Cayce

APPENDIX IV

EVALUATION SITE VISITS

Location	Date
Dillon County Area Vocational Center Dillon	March 14 - 15, 1984
Pickens County Vocational Center Easley	April 10 - 12, 1984
Beaufort Technical College Beaufort	April 30, May 1 - 2, 1984

APPENDIX V

PUBLICATIONS 1983-84

1982-83 Annual Report. Printed under the Direction of the State Budget and Control Board. Undated. 17 pages.

Members 1983-84. A brief description of the purpose and duties of the Council, with member directory. September 1983. 12 pages.

"A Position on Vocational Education at a Time of Change." A rationale and series of recommendations on vocational education. Printed in *Evaluation Report 1982-83*, pages 1-5.

Evaluation Report 1982-83. A report of an evaluation of the programs of vocational and technical education in South Carolina for the 1982-83 Fiscal Year. February, 1984. 41 pages.

Technical Education in South Carolina: The Imperative Need for Educational Changes. A position paper on technical education with suggestions and rationale. February 24, 1984. 11 pages.

Comments on Public Meeting. State Advisory Council on Vocational and Technical Education. A summarization of verbal and written public comments at the May 16, 1984 Council meeting. June 1, 1984. 14 pages.